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ABSTRACT

Regulations governing rental of facilities owned by the San Antonio School District (Texas) are documented as found in Section Eight of the school district's rules code ("Public Use of All School District Facilities"). Eight divisions of the code are as follows: (1) administration; (2) use of school facilities by pupils, employees, and school-affiliated organizations; (3) use of school facilities by other organizations or commercial groups; (4) use of school facilities for elections; (5) use of school facilities by church or politically oriented groups; (6) use of school kitchens; (7) long-term or continuing agreements for use of any school facility; and (8) rental of Alamo Stadium or Alamo Stadium Gymnasium. Appended are three tables pertaining to usage fees of the facilities. (SI)

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SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

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EA 020 723

RENTAL OF SCHOOL FACILITIES

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8.00 PUBLIC USE OF ALL SCHOOL DISTRICT FACILITIES

School facilities are designed primarily for school purposes and school related activities, but they may also be used for meetings of pupils, employees, school affiliated organizations (i.e. PTA's and Booster Clubs), community groups, other organizations and commercial groups (Board approval for commercial groups is required).

1. ADMINISTRATION - Usage fees for the use of all school facilities will be charged in accordance with a user fee schedule recommended by the superintendent and approved by the Board of Trustees. Excluding the use of Alamo Stadium and Alamo Stadium Gymnasium, the following organization types will not be assessed any usage fee if their event/activity begins and ends while the school's custodial staff is on regular duty. If the event/activity requires that the custodial staff remain on duty past the regular duty hours, that organization will only be assessed a fee for the additional duty time.

   a. Pupil, Employee, Parent-Teacher organizations and Booster Clubs.

   b. Youth organizations dedicated to educational and recreational purposes with open programs such as Boy Scouts, Girl Scouts, C.Y.O.'s and similar organizations.

   c. Neighborhood based community organizations that do not require an admission fee for citizens to participate.

   d. Special arrangements will be made with other school districts for the use of Alamo Stadium and Alamo Stadium Gymnasium.

2. USE OF SCHOOL FACILITIES BY PUPILS, EMPLOYEES, AND SCHOOL AFFILIATED ORGANIZATIONS - Use of school facilities by these groups shall be arranged with the principal of the school, who then shall assume responsibility thereof and either be present or be represented by a responsible District employee.

3. USE OF SCHOOL FACILITIES BY OTHER ORGANIZATIONS OR COMMERCIAL GROUPS - Use of all school facilities by other organizations or commercial groups will require a written contract issued by the District's Business Office. In no case shall a school principal or department head assume responsibility for permitting use of District facilities by such organizations. Applications my be rejected and any contract previously issued may be canceled as follows:

   a. If any group requesting usage is listed as subversive by the Attorney General of the United States.

   b. If any group requesting usage by their presence could jeopardize the peace or security of the school or community, based upon past experience or reputation.

   c. If any group requesting usage excludes the general public from membership or attendance.

   d. If the usage by any person or group is not deemed to be in the best interest of the District.

4. USE OF SCHOOL FACILITIES FOR ELECTIONS - Use of school facilities for elections by governmental agencies shall be requested through the District's Business Office. The District will contract with these agencies as recommended by the superintendent and approved by the Board of Trustees.

5. USE OF SCHOOL FACILITIES BY CHURCH OR POLITICALLY ORIENTED GROUPS - No religious or political meetings shall be held in District facilities without special approval of the superintendent of schools. When approval is granted for the use of District facilities by political or politically oriented groups, the following statement shall become a part of the rental agreement, and it shall be required to be read to the audience by the person presiding at the beginning of the meeting:

   "The Board of Education is pleased to make District facilities available for community use; however, by its action in making these facilities available, the Board of Education as a governing body does not endorse nor does it reject the point of view of the organization renting the facilities or the speakers on the program."

6. USE OF SCHOOL KITCHENS - The use of the kitchens and kitchen equipment shall be limited to school and school connected or related functions. These facilities are not available for rental to non-school organizations; arrangements for the use of kitchens will be made through the school principal and the District's Food Services Director. Only District cafeteria employees will be allowed to use cafeteria equipment.

7. LONG-TERM OR CONTINUING AGREEMENTS FOR USE OF ANY SCHOOL FACILITY - Requests to lease District facilities on a continuing or long-term basis shall require the recommendation of the superintendent and approval by the Board. Alamo Stadium and Alamo Stadium Gymnasium are specifically excluded from this provision as long-term or continuing agreements will not be issued for these two facilities.

8. RENTAL OF ALAMO STADIUM OR ALAMO STADIUM GYMNASIUM - The rental of Alamo Stadium or Alamo Stadium Gymnasium will require the recommendation of the superintendent and the approval of the Board of Trustees.

Effective: November 23, 1987

USAGE FEES FOR SCHOOL AUDITORIUMS, CAFETORIUMS, CLASSROOMS, AND PORTABLE BUILDINGS

AIR CONDITIONED SCHOOLS (1)	COMMERCIAL USAGE FEE	PROPOSED FEE (4) 1ST HOUR	PROPOSED FEE (4) EACH ADDITIONAL HOUR
High Schools	$350.00	$259.70	$82.20
Middle Schools	$200.00	$154.07	$46.99
Elementary Schools	$100.00	$114.68	$33.86
AIR CONDITIONED PORTABLE BUILDINGS (2)		$26.20	$13.10
NON-AIR CONDITIONED SCHOOLS (3)			
Middle Schools	$200.00	$38.36	$25.26
Elementary Schools	$100.00	$38.36	$25.26

1) 1st hour costs for air conditioned schools includes three hours of utilities and four hours of custodial services.

2) 1st hour costs for portable buildings includes the first hour plus a clean-up hour.

3) 1st hour costs for non-air conditioned facilities includes one hour of utilities and two hours of custodial services.

4) Costs are based on one custodian for every 200 participants or part there of; or as needed.

Effective: November 23, 1987

USAGE FEE FOR USE OF SCHOOL FACILITIES FOR ELECTIONS

	PROPOSED CHARGES (1)
TUESDAY ELECTIONS: Labor at 4 hours	
High Schools	$52.40
Middle Schools	$52.40
Elementary Schools	$52.40
SATURDAY ELECTIONS: Labor at 14 hours	
High Schools	$183.40
Middle Schools	$183.40
Elementary Schools	$183.40

1) Proposed charge is only for reimbursement to San Antonio I.S.D. for labor costs incurred.

2) Heating nor air-conditioning is provided for Saturday elections.

Effective: November 23, 1987

USAGE FEES FOR USE OF ALAMO STADIUM AND ALAMO STADIUM GYMNASIUM

	PROPOSED FEE
ALAMO STADIUM	
Anticipated Attendance	
Maximum 4,000	$ 995.00 per hour
4,001 to 10,000	$1,435.00 per hour
10,001 plus	$2,200.00 per hour
ALAMO STADIUM GYMNASIUM	
Anticipated Attendance	
Maximum 2,000	$ 550.00 per hour
2,001 plus	$1,080.00 per hour

The above fees include all the expenses associated with the rental of these facilities (ie...security, ticket takers parking lot, clean-up, maintenance, utilities).